

DIRECT CARE STAFF

Department Approved Educational Curriculum for Nursing Assistant, Geriatric Assistant or Home Health Aide 22 VAC 40 71-630 C 3

To be used for assisted living facility direct care staff who is not a licensed health care professional acting within the scope of the requirements of his/her profession, who is not a certified nurse aide, or who has not graduated from a Virginia Board of Nursing approved educational curriculum from a Virginia Board of Nursing accredited institution for nursing assistant, geriatric assistant or home health aide. Also not used for department approved ALF training – 22 VAC 40-71-630 C 4.

Name of Direct Care Staff: _____

Name of Facility: _____

Address of Facility: _____

Phone Number of Facility: _____

Name of Facility Representative Submitting Form: _____

Title of Facility Representative: _____ Date Submitted: _____

Which curriculum did the staff person complete:

____ Nursing Assistant
____ Geriatric Assistant
____ Home Health Aide
____ Other _____
(Specify)

Who provided the curriculum?

____ Hospital _____
(Specify Name & Address)
____ Nursing Facility _____
(Specify Name & Address)
____ Educational Institution _____
(Specify Name & Address)
____ Other _____
(Specify Name & Address)

How many clock hours of instruction does this curriculum involve? _____

Did this curriculum include classroom and clinical instruction? ____ Yes ____ No

When did the staff person obtain this training? _____
Date(s)

Did the curriculum include the following: (Check all that were included. If not included, indicate how the person acquired the information.)

- ☐ a. Core Curriculum.
 - ☐ (1) Communication and interpersonal skills;
 - ☐ (2) Infection control;
 - ☐ (3) Safety and emergency procedures, including the Heimlich Maneuver;
 - ☐ (4) Promoting resident independence;
 - ☐ (5) Respecting residents' rights.
- ☐ b. Basic skills.
 - ☐ (1) Recognizing abnormal changes in body functioning and the importance of reporting such changes to a supervisor or to an authority designated by the facility;
 - ☐ (2) Measuring and recording routine vital signs;
 - ☐ (3) Measuring and recording height and weight;
 - ☐ (4) Caring for the residents' environment;
 - ☐ (5) Measuring and recording fluid and food intake and output;
 - ☐ (6) Performing basic emergency measures;
 - ☐ (7) Caring for resident when death is imminent.
- ☐ c. Personal care skills.
 - ☐ (1) Bathing and oral hygiene;
 - ☐ (2) Grooming;
 - ☐ (3) Dressing;
 - ☐ (4) Toileting;
 - ☐ (5) Assisting with eating and hydration including proper feeding techniques;
 - ☐ (6) Caring for skin;
 - ☐ (7) Transfer, positioning and turning.
- ☐ d. Individual resident's needs including mental health and social service needs.
 - ☐ (1) Identifying the psychosocial characteristics of the populations who reside in long-term care facilities;
 - ☐ (2) Modifying the aide's behavior in response to behavior of residents;
 - ☐ (3) Identifying developmental tasks associated with the aging process;
 - ☐ (4) Providing training in and the opportunity for self care according to residents' capabilities;
 - ☐ (5) Demonstrating principles of behavior management by reinforcing appropriate behavior and causing inappropriate behavior to be reduced or eliminated;
 - ☐ (6) Demonstrating skills supporting age-appropriate behavior by allowing the resident to make personal choices, providing and reinforcing other behavior consistent with residents' dignity;
 - ☐ (7) Utilizing resident's family or concerned others as a source of emotional support;
 - ☐ (8) Responding appropriately to resident's behavior.
- ☐ e. Care of the cognitively impaired resident.
 - ☐ (1) Using techniques for addressing the unique needs and behaviors of individuals with dementia (Alzheimer's and others);
 - ☐ (2) Communicating with cognitively impaired residents;
 - ☐ (3) Demonstrating an understanding of the behavior of cognitively impaired residents;
 - ☐ (4) Responding appropriately to the behavior of cognitively impaired residents;
 - ☐ (5) Using methods to reduce the effects of cognitive impairment.

- _____ f. Skills for basic restorative services.
- _____ (1) Using assistive devices in transferring, ambulation, eating and dressing;
- _____ (2) Maintaining range of motion;
- _____ (3) Turning and positioning, both in bed and chair;
- _____ (4) Bowel and bladder training;
- _____ (5) Caring for and using prosthetic and orthotic devices;
- _____ (6) Teaching the resident in self-care according to the resident's abilities as directed by a supervisor.
- _____ g. Residents' rights.
- _____ (1) Providing privacy and maintaining confidentiality;
- _____ (2) Promoting the resident's right to make personal choices to accommodate individual needs;
- _____ (3) Giving assistance in resolving grievances and disputes;
- _____ (4) Providing assistance necessary to participate in resident and family groups and other activities;
- _____ (5) Maintaining care and security of the resident's personal possessions;
- _____ (6) Promoting the resident's rights to be free from abuse, mistreatment and neglect and the need to report any instances of such treatment to appropriate staff as well as the need to report suspected incidents of such treatment as a mandated APS reporter as required by law;
- _____ (7) Avoiding the need for restraints in accordance with current professional standards.

Please attach outline of the course/curriculum. Instruction should be approximately 80 hours and cover the content areas outlined above.

To Be Completed By Licensing Staff and Returned to Direct Care Staff Person at the Facility

Name of the Direct Care Staff: _____

Name of ALF: _____

***Approval is for the Educational Curriculum for Nursing Assistant,
Geriatric Assistant, or Home Health Aide – 22 VAC 40-71 630 C 3.***

_____ Approved

_____ Not Approved

Signature

Title

Date

One copy of this form should be the staff member's file and the staff member should have a copy of this form.